

Martletwy Community Council
Clerk: Mrs Lizzie Lesnianski
Email: martletwycommcouncil@gmail.com

**Minutes of an Ordinary meeting of Martletwy Community Council
Monday 8th April 2024, 7.30pm at Lawrenny Village Hall**

Notes: With the agreement of all parties involved these proceedings were recorded

Present: Cllr Victoria Evans (Chair), Cllr Liz Williams (Vice Chair); Cllr Jason Crowther, Cllr Phil Davies; Cllr Di Clements (County Councillor); Lizzie Lesnianski (Clerk)

Apologies: Cllr Phil Eynon

Cllr Di Clements arrived at the meeting at 19:40

24/001: Minutes of previous meeting: Unanimously agreed as a true copy. Signed and dated.

24/002: Matters arising:

a. Bluestone – Local Engagement: Clerk is to follow up on arranging a meeting with the community liaison at Bluestone.

b. Defib Training: Cllr Davies reported on a very good training session. 26 people signed up. 24 attended on the day. Everyone who wanted to get on the course was able to. Some people were doing it as a refresher. Certificates will be issued in due course.

c. AGM: Clerk confirmed the AGM is booked for 13th May at 7pm, prior to Ordinary Meeting. Clerk confirmed the Chair and Vice-Chair would need to be appointed and asked councillors to give this some thought prior to the meeting.

24/003: Casual Vacancy: Clerk confirmed the notice period for the Casual Vacancy was now closed. Been in contact with Electoral team at PCC today who confirmed no petition for an election had been received. The officer urged the council to accept the applicant if they met all the criteria. Clerk confirmed the applicant did meet the criteria. PCC Officer recommended co-opting the applicant onto the council at the meeting this evening. During the period there was only one applicant, Mr Bruce Carlisle. Councillor Davies proposed Mr Carlisle be co-opted onto the account. Cllr Evans seconded the proposal. All voted in favour.

24/004: Planning:

a. Applications Received:

i. 23/1000/PA: Woodside, Martletwy, SA67 8AW. Councillor Davies confirmed this property recently successfully applied for a Certificate of Lawful Use. This is now a variation of condition. No comments were offered. All in favour of supporting this application.

b. Application Notices Received: None received.

c. Other Planning Matters:

i. Monitoring and Enforcement:

Matter of enforcement and monitoring discussed in general terms and the best way for the Community Council to enable residents to ensure they understand planning requirements.

24/005: Highway Matters

a. Councillors reported following issues: It was agreed there were more potholes around than usual. It was considered likely the unseasonal volume of rain may have negatively impacted road surfaces.

i) Mountain View: Pothole at entrance. Cllr Clements confirmed this has been raised.

ii) Cott Lane Entrance: big ditch/pothole on side of road surface. Cllr Clements confirmed Cott Lane have requested plainings from the contractor at A40LV construction

iii) Furze Hill Entrance: big pothole at entrance

iv) Barn Farm: Outside entrance is an issue

v) Southern Pitts – Cllr Clements will ask PCC road team to attend as there are access issues.

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24/006: Finances:

a. End of Year Reports: Clerk gave end of year financial reports. Confirmed first new Precept payment was also due soon. Bank Reconciliation; Balance Sheet.

b. Invoices and Remittances:

i) Hire of Hall - £90. Unanimously approved.

ii) One Voice Wales Membership - £116. Unanimously approved.

iii) One Voice Wales Training - £38. Unanimously approved.

iv) Zoom Annual Subscription. £155.88. Taken out of Clerk's account. Reimbursement approved.

c. VAT update: Clerk confirmed awaiting response to enquiries from HMRC and from the specialist at One Voice Wales.

d. Audit 2023 – 2024: Clerk confirmed meeting with Internal Auditor 17/04 re completion of internal audit. Audit Opinion is unqualified. Clerk will put Notice of Conclusion of Audit online and on the community noticeboards.

e. Audit Office – Correspondence: Clerk awaiting response to correspondence regarding previous audits. Clerk confirmed Audit Report for year end 2023 now received.

f. Clerk Salary: Clerk presented previously emailed report. All in favour.

g. Funding – Doing the Small Things Fund: Cllr Williams confirmed she had signed up for further information on this funding. She has a Zoom meeting on Monday to discuss with county council officers. Monies available per grant application is £3000. Criteria requires empowerment of volunteers and community project. Ideas were raised including noticeboards, playground fencing, equipment. Idea of community website also suggested. Deadline for application 26/04. Cllr Williams also enquired whether a member of the public could replace one of the noticeboards and put it up themselves. Clerk and Cllr Davies confirmed any noticeboard would need to meet the criteria for a new noticeboard. Any liability for the board could not then be the responsibility of the Community Council. Cllr Evans asked how it would work if a noticeboard caused harm to a person and it was not the property of the community council. Would the individual who had paid for the board and for erecting it have public liability insurance? It was agreed a Community Website would be a positive idea. This could include a volunteer page, a community council page, other news etc. Cllr Williams to move forward with this idea.

h. IRPW Payments: Clerk reported on the IRPW response to her query regarding conflicting information in the IRPW Annual report, specifically the mandatory payments to Community Councillors. They confirmed the payments are mandatory. It appears to be an error on their part and has not been updated. These will be raised to the committee at IRPW meeting in March.

i. Donation Requests: Clerk confirmed a number of donation requests had been received. Councillors expressed their sadness at having to refuse their applications this year. Clerk will write to confirm and thank applicants for their requests.

24/007: Community Council Policies:

a. Council Meetings Policy Update: Following on from last month's conversation regarding changing Martletwy Community Council Ordinary meetings from monthly to less frequently. There was general discussion around the decision. It was suggested meeting frequency went to every other month. Clerk suggested there would be times when meetings might be needed out of sequence, therefore perhaps a more appropriate wording would be 6 meetings per annum. All voted in favour. Policy to be adopted formally at the AGM.

24/008: Councillor/Clerk Training: Cllr Evans reminded all councillors a new list of available training had been issued if they wished to sign themselves up.

24/009: Meetings Attended by Community Councillors/Clerk: None

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24/010: Correspondence Received:

- a. Stephen Crabb – Introductory Letter:** For information only. Correspondence received from Stephen Crabb MP. Currently MP for Preseli Pembrokeshire. Candidate for new Pembrokeshire seat at next General Election, following boundary changes.
- b. Resident Correspondence:** Correspondence received from resident regarding the need for a tidal flooding sign on the approach to Garron Pill. Cllr Clements to discuss with Highways.
- c. Templeton Community Council – Clerk Correspondence:** For information only. Clerk presented correspondence from the Clerk at Templeton Community Council. They are seeking a new Internal Auditor and writing to other community council clerks for contacts. Clerk explained this is a good example of issues clerks are having in finding decent Internal Auditors.

24/011: Communication:

- a. County Councillor Report:** Further to previous comments Cllr Clements raised the issue of finance at local authority level. She confirmed there had were last minute changes to the local authority budget just before the meeting. This change was in part due to Cabinet's concerns the budget would be rejected by full council. Since the decision by the local authority with regard 2nd Home Council Tax, Cllr Clements has been inundated with correspondence and concerns regarding the hike in CT for owners of second homes. Many are deeply concerned as to how they will afford to make the payments. This requires further discussion by the local authority. The local property market has been flooded by new listings. Whilst some of these may be seasonal it is more likely the majority are due to the new council tax charges.

24/012: Date of Next Meeting: Monday 13th May at 7:30pm, AGM at 7:00pm. Lawrenny Village Hall.

Meeting closed: 20:45

Signed: E. H. Lesnianski Date: 13/05/2024

Position: chair